



## CITY OF PARK RIDGE

505 BUTLER PLACE  
PARK RIDGE, IL 60068  
TEL: 847-318-5200  
FAX: 847-318-5300  
TDD: 847-318-5252  
[www.parkridge.us](http://www.parkridge.us)

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### AGENDA

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#### MAYOR'S ADVISORY BOARD

CITY HALL  
FIRST FLOOR CONFERENCE ROOM  
505 BUTLER PLACE  
PARK RIDGE, IL 60068

MONDAY, JUNE 22, 2015 AT 6:30 P.M.

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes  
A. June 15, 2015
- IV. Interviews – O'Hare Airport Commission (2 vacancies)  
6:30 p.m. Sharon Bollinger  
6:35 p.m. Tom Heskin  
6:45 p.m. Kate Dillon
- V. Discussion, Deliberation, and/or Recommendations
- VI. New Business
- VII. Adjournment



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### MINUTES

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#### MAYOR'S ADVISORY BOARD

CITY HALL  
FIRST FLOOR CONFERENCE ROOM  
505 BUTLER PLACE  
PARK RIDGE, IL 60068

MONDAY, JUNE 15, 2015 AT 6:45 P.M.

#### I. Call to Order / Roll Call

Chairman Knight called the meeting to order at 6:45 p.m. Chairman Knight, Aldermen Milissis, Shubert and Mazzuca were present. Deputy Clerk Peterson was the recording secretary.

#### II. Approval of Minutes - June 8, 2015

Approve minutes by Ald. Mazzuca. Seconded by Milissis.

**Motion carried, voice vote.**

#### III. Discussion, Deliberation, and/or Recommendations

Chairman Knight explained that the Board must make a decision on who they want to recommend to fill the immediate vacant seat on the Liquor License Review Board. Of the candidates that were interviewed on June 8, Natalia Greisbach and Tony Svanascini were the top two candidates and both were well qualified. Since there was a split decision among the Board, Chairman Knight reached out to Acting Mayor Maloney about making the decision. The Mayor preferred the Board to make the recommendation. Therefore, Ald. Knight presented the Board with two choices: conduct a coin toss or have a Board member reconsider their decision. Ald. Shubert made a decision to support the recommendation of Tony Svanascini to fill the immediate vacant seat.

**Motion to recommend the appointment of Anthony Svanascini to the Liquor License Review Board, effective immediately, and recommend Natalia Greisbach be appointed to the Liquor License Review Board beginning January, 2016.**

Moved by Ald. Shubert. Seconded by Ald. Milissis.

**Motion carried; voice vote.**

#### VI. New Business

Deputy Clerk Peterson indicated that she has applications for the O'Hare Commission and the Youth Commission that she has been holding. She asked the Board to choose dates for interviews. The Board decided to meet on June 22 to interview the O'Hare applicants and on July 13 to interview the Youth Commission applicants.

#### VII. Adjournment

The meeting adjourned at 6:52 p.m.

## Peterson, Cheryl

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**From:** Peterson, Cheryl  
**Sent:** Wednesday, June 17, 2015 4:23 PM  
**Subject:** Interview preparation for the Mayor's Advisory Board - Monday, June 22 / O'Hare Airport Commission  
**Attachments:** 06222015 MAB Agenda.pdf; Applicant QuestionnaireFill in.pdf  
**Importance:** High

Good afternoon. You are receiving this email because you are scheduled for an interview with the Mayor's Advisory Board this coming Monday, June 22. An agenda has been attached to this email which includes your interview time. Please enter City Hall through the rear entrance off of Courtland Avenue. Turn left into the main hallway and you will see directional signs leading you to the Finance Conference Room located on the first floor. Please have a seat until we call your name and excuse us if we run a few minutes behind schedule.

In order to maximize efficiency of time during your interview, Chairman Daniel Knight of the Mayor's Advisory Board, has requested that the following questions (also attached) be answered and returned to me as soon as possible, but no later than 8 am Monday morning.

Also, at the beginning of your interview, you will be provided 3-minutes to deliver a statement to the Mayor's Advisory Board in which you can share information about yourself, your experience, and why you believe that you are qualified for this appointment. A written copy of your statement would be appreciated, but is not required.

We look forward to meeting with you next week.

Regards,

**Cheryl L. Peterson, CMC**  
Deputy City Clerk  
City of Park Ridge  
505 Butler Place, Park Ridge, IL 60068  
847/318-5464 Fax 847/318-5300 [cpeterso@parkridge.us](mailto:cpeterso@parkridge.us)



Application Form for Board, Committee and/or Commission

APPLICATION FOR APPOINTMENT TO:

Library Board of Trustees

If the Board, Committee, or Commission position you are applying for is filled, would you consider serving in another capacity?  Yes  No

If you checked "YES", please list any other boards, committees or commissions that you are willing to serve on:

Civil Service Commission; O'Hare Airport Commission ✓

Name: Sharon Bollinger Home Address: [redacted] Park Ridge IL 60068

Phone - Day: [redacted] Phone - Evening: [redacted] Email Address: [redacted].com

Business Name: n/a Business Address: n/a

Occupation/Profession: Professor of History (retired) Years of Experience: 30

Education: Highest Degree Attained	Institution Name	City/ST	Major	Yr Degree Awarded
PhD (abd)	Arizona State University	Tempe, AZ	History	1978

Community Participation (past and present) / Special Qualifications for Service:

please see resume submitted under separate cover

Member, Prairie Avenue Writers

Member, Redeemer Lutheran Church

Member, 20th Century Club

Member, Daughters of the American Revolution

Member, Park Ridge Senior Center

Member - numerous book discussion groups

Many years of experience in local, regional, and national organizations during previous residences.

Why do you desire this appointment?

I moved to Park Ridge after my retirement from higher education in order to live near my family and friends in Park Ridge and the region. In the past three years of residence I have informed myself of the issues in our city and believe I have experience and skills that could be helpful to the library board of trustees. I am a regular patron of the library and believe it represents an important asset to our community.

Date Completed: April 11, 2015

PLEASE SUBMIT THIS COMPLETED FORM, WITH RESUME ATTACHED TO  
CITY OF PARK RIDGE ADMINISTRATION DEPARTMENT 505 BUTLER PLACE PARK RIDGE, IL 60068  
Or save this form and email it, along with your resume to cpeterso@parkridge.us

## Curriculum Vitae

Sharon L. Bollinger  
Retired Professor, History Discipline

### EDUCATION

Associate of Arts, Palomar College, San Marcos, California, 1972  
Bachelor of Arts, University of San Diego, San Diego, California, 1974  
Major: History. Minor: Philosophy, Historic Archeology  
Master of Arts, University of San Diego, San Diego, California, 1976  
Major: History. Minor: Historic Archeology  
Thesis: Cave Johnson Coutts, Jr. – Last of the Dons  
Ph.D. (ABD) Arizona State University, Tempe, Arizona  
Course work completed; comprehensive exams taken.  
Thesis topic under discussion.  
Master of Public Administration (in progress), University of Wyoming,  
Laramie, Wyoming

### PROFESSIONAL EXPERIENCE

#### A. Teaching

University of San Diego, Teaching Assistant, 1974-75  
Arizona State University, Teaching Assistant, 1975-1978  
Faculty Associate 1978-1979  
Maricopa County Community Colleges, Adjunct Faculty, 1977-79  
University of Wyoming, Field Historian and Lecturer, 1980-81  
Laramie County Community College, Adjunct Faculty, 1981-1995  
Faculty (full-time), 1992-1993; 1994-1995  
Chapman College, Adjunct Faculty, 1989 – 1995  
University of Northern Colorado, Adjunct Faculty, 1994-1995  
El Paso Community College, Professor of History, 1995-2012(retired)

#### B. Government

Wyoming Recreation Commission, Historic Section Manager, 1981-1995  
Interpretive Program Manager, 1985-1986  
Public Information Manager, 1986-1989  
Wyoming State Department of Education  
Director of Communication Services, 1989-1990

### **ADDITIONAL TRAINING:**

El Paso Community College On-line Instructional Training  
Critical Thinking Workshop  
Writing Across the Curriculum Workshop

### **GRANTS, HONORS AND AWARDS**

Who's Who Among American Teachers (2<sup>nd</sup> award)  
Who's Who in America

### **PROFESSIONAL SERVICE:**

Telesession Corporation  
    Research Project – United States History Professors  
Southwest Teaching Seminars  
    Facilitator  
University of Texas – EL PASO  
    History Day – Judge  
Teachers for a New Era through University of Texas El Paso  
    Steering Committee – Member

### **PRESENTATIONS**

9/11 – The Aftermath  
The Constitution – Guaranteeing Freedom For Over 200 Years  
Twentieth Century Imperialism – An Evaluation

### **RECENT PUBLICATIONS**

Mapping America: A Guide to Historical Geography with Critical Thinking Exercises.  
Volume I (Longman:2007)

Mapping America: A Guide to Historical Geography with Critical Thinking Exercises.  
Volume II (Longman, 2007).

Full list of publications, awards, and professional service upon request.



# City of Park Ridge

## Application Form for Board, Committee and/or Commission

APPLICATION FOR APPOINTMENT TO: O'Hare Committee or Appearance Committee

If the Board, Committee, or Commission position you are applying for is filled, would you consider serving in another capacity?  Yes  No

If you checked "YES", please list any other boards, committees or commissions that you are willing to serve on:  
I listed both options above

Name: Tom Heskin Home Address: [REDACTED] Park Ridge

Phone - Day: [REDACTED] Phone - Evening: [REDACTED] Email Address: [REDACTED] ch.net

Business Name: Brilliant Electric, Heating & Cooling Business Address: 7501 Waukegan, Niles, IL

Occupation/Profession: Contractor Years of Experience: 30

Education: Highest Degree Attained	Institution Name	City/ST	Major	Yr Degree Awarded
Bachelors	Milwaukee School of Engineering	Milw., WI	Industrial Mgmt	82

Community Participation (past and present) / Special Qualifications for Service:

Board member-SBAC [Small Business Advocacy Council]

Why do you desire this appointment?

As a resident of Park Ridge I feel the appearance of our town is important as well as the noise issues associated with O'Hare.

Date Completed: April 3, 2015

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7501 Waukegan Road  
Niles, IL 60714  
847.588.2533  
[www.callbrilliant.com](http://www.callbrilliant.com)

Thomas P. Heskin  
[REDACTED] Lane  
Park Ridge, IL 60068

To whom it may concern,

I have been in the contracting industry all my life. My Father started me out in kindergarten at 50 cents a half day, a dollar a whole day, putting on the electrical plates.

I own & operate Brilliant Electric, Heating & Cooling. We are licensed contractor through the City of Chicago, license # C92808. We operate out of our office/warehouse which is located in Niles, IL.

Brilliant is a full service company offering electrical, heating, cooling & stand by generator systems.

I am a member of the International Association of Electrical Inspectors.

I graduated with a Bachelors degree from the Milwaukee School of Engineering.

I am licensed with the City of Chicago as a licensed Supervising Electrician.

As a design build project I designed and we installed a complete electrical distribution system for a 3 story office building for UOP [United Oil Products] in McCook, IL.

I have designed & installed numerous complete fire alarm systems for Archdiocese of Chicago grade schools & many HVAC systems throughout the community.

Thomas P. Heskin

6:45 - 4/22



# City of Park Ridge

## Application Form for Board, Committee and/or Commission

APPLICATION FOR APPOINTMENT TO: O'Hare Airport Commission

If the Board, Committee, or Commission position you are applying for is filled, would you consider serving in another capacity?  Yes  No

If you checked "YES", please list any other boards, committees or commissions that you are willing to serve on:  
I'm open and would like to get more information on what positions are needed in the city.

Name: Katie Dillon Home Address: [REDACTED] Ave

Phone - Day: [REDACTED] Phone - Evening: [REDACTED] Email Address: [REDACTED]@m

Business Name: Elkay Manufacturing Business Address: 2700 S. 17th Ave, Broadview

Occupation/Profession: Industrial Engineer Years of Experience: 10

Education: Highest Degree Attained	Institution Name	City/ST	Major	Yr Degree Awarded
Bachelor of Science	Northern Illinois University	Dekalb, IL	Industrial Engineering	2005

Community Participation (past and present) / Special Qualifications for Service:

Currently working on my MBA at Dominican University.

Member of Park Ridge Newcomers - Committee Chair for Mom's on the Move, Committee member for Kid's Sale

Started a Park Ridge running club.

New to Park Ridge and I'm looking to become more involved in the city.

Past member of the Institute of Industrial Engineers

Past member of the Society of Women Engineers

Why do you desire this appointment?

When we purchased our home we knew we were close to other runways, but nothing was going directly over our house. At this point we have planes overhead all the time. When the weather is nice they fly a bit higher and it is not as loud, but when the weather is bad our house shakes. I would like to be involved with this committee so that I can have an impact on the decisions that are being made that will affect both my neighbors and my family. I want to be able to make a difference for the residents of Park Ridge.

Date Completed: April 27, 2015

PLEASE SUBMIT THIS COMPLETED FORM, WITH RESUME ATTACHED TO  
CITY OF PARK RIDGE ADMINISTRATION DEPARTMENT 505 BUTLER PLACE PARK RIDGE, IL 60068  
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## M. Katie Dillon

Park Ridge, IL 60068

### PROFILE

Degreed industrial engineer focusing on a career in Supply Chain operations with ten years of progressive leadership and multi-discipline production and operations experience. Proven track record of blending process expertise with system automation and support to drive business accountability for highly variable manufacturing operations. Experienced in Make-To-Stock, Configure -To-Order and Engineer -To-Order manufacturing environments with experience across various functions including material planning & forecasting, shop floor material flow, transactional integrity and factory execution strategies in support of productivity growth and customer satisfaction.

### PROFESSIONAL EXPERIENCE

**Elkay Manufacturing, 2700 S 17<sup>th</sup>, Broadview, IL**

**10/14 – Present**

**Materials Manager Manager**

**10/14 – Present**

Responsible for managing a team of 9 people overseeing planning, scheduling, receiving, and shipping departments. Also responsible for planning and administering a department budget and planning both short term and long term strategic plans. Oversee the daily initiatives to minimize the overall cost of the product by maintaining accurate levels of raw and finished good inventory. Manage process improvements for material flow from receipt of raw good through manufacturing to customer delivery. Accountable for material transactions and inventory integrity. Root cause inventory discrepancies and put correct actions in place with controls to maintain.

**Xylem Inc., 8200 N Austin Ave, Morton Grove, IL**

**04/12 – 10/2014**

**Production and Inventory Control Manager**

**09/13 – 10/2014**

Management responsibilities for a team of 15 people comprised of both salary and hourly across production planning, master scheduling, and shipping/receiving. Responsible for materials throughout the production cycle to ensure high on-time delivery performance and manufacturing effectiveness. Work directly with Factory Managers to resolve labor and material shortages and backlogs, develop models for plant capacity, and labor forecasting in support of the Sales and Operations Planning. Develop and execute inventory cycle count to assure high inventory accuracies as well as lead annual physical inventory process. Lead lean initiatives utilizing the ERP system to streamline the overall materials management process.

**Key Achievements:**

- Implemented standard work for Production Schedulers for improved On-Time Starts and reduced OT by 80%
- Leveraged outside warehouse to implement EDI and daily delivery for 24 hour dock to stock for select products
- Defined Root Cause for Factory Managers to drive daily metrics for reduced customer delinquency
- Leveraged manufacturing planning parameters for improved inventory turns balances with standard costs.

**Master Production Scheduler**

**04/12 – 09/13**

Liaison with Customer Service and Factory Operations to utilize production capacity to ensure on time delivery of products to shipping. Established a method for tracking and predicting delinquency in order to highlight issues in advance and to develop and manage recovery plans when needed. Key participant in weekly PSI and monthly S&OP meetings to bridge knowledge and process gaps between marketing, customer service and operations.

OAC

June 2015?

OAC

**Peterson, Cheryl**

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**From:** Dillon, Katie M [REDACTED]  
**Sent:** Tuesday, February 24, 2015 10:53 AM  
**To:** Peterson, Cheryl  
**Subject:** O'Hare Airport Commission

Hi Cheryl,

I was wondering if there is still a way to get involved with the commission. I'm "newish" to Park Ridge and I would like to get more involved with the city. Any guidance you can provide would be greatly appreciated.

Thanks  
Katie Dillon

This e-mail, including any attachments, may contain information that is privileged, confidential or exempt from disclosure under applicable law. It is intended only for the use of the individual or entity to which it is addressed. If you are not the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message and any attachments.

## Peterson, Cheryl

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**From:** Argionis, Jim [REDACTED] >  
**Sent:** Tuesday, February 24, 2015 1:28 PM  
**To:** Peterson, Cheryl; 'Dillon, Katie M'  
**Subject:** RE: O'Hare Airport Commission

Katie  
Thank you for your interest. I believe we may have an opening as at least one commissioner mentioned to me that he may not have the time to commit to the commission after his time expires in June.  
Please attend a meeting, review the information on the city's website under "airport issues" or feel free to contact me to discuss  
Jim

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 MECKLERBULGER TILSON  
MARICK & PEARSON LLP

James G. Argionis  
[REDACTED]

[Jim.Argionis@mbtlaw.com](mailto:Jim.Argionis@mbtlaw.com)

123 N. Wacker Dr. | Suite 1800 | Chicago, IL 60606  
(312) 474-7900 | Fax (312) 474-7898  
[www.mbtlaw.com](http://www.mbtlaw.com)

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**From:** Peterson, Cheryl [<mailto:cpeterso@parkridge.us>]  
**Sent:** Tuesday, February 24, 2015 1:16 PM  
**To:** 'Dillon, Katie M'  
**Cc:** Argionis, Jim  
**Subject:** RE: O'Hare Airport Commission

Hello Katie. Thank you for your inquiry about the O'Hare Airport Commission. The commission currently has nine members. The next renewal of a members seat will be in July 2015. If you are interested, I will keep your information on file and contact you in June to arrange a brief interview with the Mayor's Advisory Board for the open position. The Mayor's Advisory Board consists of four aldermen who conduct interviews on those seeking appointment to a Board or Commission. They make recommendations of appointments to the Mayor. Please let me know if you would be interested.

In the meantime, please feel free to attend the OAC which meets every other month on the third Wednesday. The next meeting is April 15 at 7pm in the Council Chambers at City Hall.

I have also copied the Chairman of this Commission, James Argionis, so he is aware of your interest.

Again, thank you for contacting me.

**Cheryl L. Peterson, CMC**  
Deputy City Clerk  
City of Park Ridge